

**RECORD OF PROCEEDINGS
OF THE UTILITY ADVISORY COMMISSION
GARDNER, KANSAS**

Page No. 2020-03
February 6, 2020

The Utilities Advisory Commission of Gardner, Kansas, met in Regular Session on February 6, 2020, at City Hall. Present were Chairman Gary Williams, Commissioner Barbara Coleman, Commissioner Andrew Taylor, Commissioner Bryce Augustine, Utilities Department Director Gonzalo Garcia, and Administrative Assistant Erin Groh. Vice Chairman Kristina Harrison was not in attendance.

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Chairman Gary Williams.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

CONSENT AGENDA

- 1. Standing approval of the minutes as written for the January 2, 2020, meeting of the Utility Advisory Commission.**

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to approve the Consent Agenda.

Motion carried 4-0 Aye

- 2. Consider adoption of the 2020 Utilities Advisory Commission Meeting Schedule.**

The upcoming meeting dates approved by the Utilities Advisory Commission are as follows:

March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, December 3.

Motion by Commissioner Coleman, seconded by Commissioner Augustine, to approve the Consent Agenda.

Motion carried 4-0 Aye

OLD BUSINESS

NEW BUSINESS

- 1. Consider appointment of City of Gardner representatives as Director #1, Director #2, and Alternate Director with voting rights to the Kansas Municipal Energy Agency (KMEA) Board of Directors.**

Director Gonz Garcia presented the staff report.

Director Garcia discussed how currently the KMEA representatives from the City of Gardner who have been appointed to represent the City on the Kansas Municipal Energy Board of Directors have terms that will be expiring soon. In accordance with Section 5.1 of KMEA's Bylaws, each KMEA member city shall have two Directors and an Alternate on its Board of Directors. Director Garcia selected Matt Ponzer, current Electrical Engineer on staff to be Director #1, to reappoint himself as Director #2 and selected Bruce Baldwin, current Electric Distribution Manager to be the Alternate.

Motion by Commissioner Coleman, seconded by Commissioner Taylor to forward a recommendation to the City Council to approve the following recommendations to the City Council:

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February 6, 2020

1. Appoint Matt Ponzer as Director #1 to fill vacancy, expiring April 30, 2021.
2. Reappoint Gonzalo Garcia as Director #2, expiring April 30, 2022.
3. Appoint Bruce Baldwin as Alternate Director, expiring April 30, 2022.

Motion carried 4-0 Aye

2. Consider a recommendation to the City Council for the implementation of the Public Inflow & Infiltration Improvements work for Basin 1 of the Inflow & Infiltration Project, Project No. WW1706.

Director Gonz Garcia presented the staff report.

Director Garcia discussed how the Inflow & Infiltration program in Gardner provides prioritization, procedures, schedules and planning for maintaining and rehabilitating the existing sanitary storm sewer system throughout the community. Of the public properties in Gardner, Director Garcia stated that Basin 1 is considered the most urgent of areas to be studied. The public I&I program consists of 1. Manhole Rehabilitation, 2. Cured-In-Place-Pipe, 3. Point Repairs and 4. Routine maintenance. Director Garcia stated that it is possible that 80% of the I&I issues determined as Priority 1 will be resolved once fixed.

Motion by Commissioner Bryce Augustine, seconded by Commissioner Coleman to forward a recommendation to the City Council to fund Public Sanitary Sewer and Manhole Rehabilitation Improvements for the Public Inflow & Infiltration work for Drainage Basin 1 as part of the Inflow & Infiltration Project, Project No. WW1706.

Motion carried 4-0 Aye

DISCUSSION ITEMS

1. 2019 4th Quarter Electric Outage Report.

Director Garcia presented the Electric Outage report for the 4th Quarter of 2019. Electric staff responded to 22 outages affecting 415 customers: 5 caused by equipment failures, 1 caused by a tree, 6 caused by animals, 3 caused by damage by others, 2 caused by unknown reasons, and 5 caused by other reasons. The average workday response time was 15 minutes and the average workday length of outage was 50 minutes. The average after-hours response time was 40 minutes and the average after-hours length of outage was 1 hour and 1 minute. The overall average response time was 31 minutes and the overall average length of outage was 56 minutes.

2. 2019 4th Quarter Wastewater Collection Repairs Report.

Director Garcia presented the Wastewater Collection report for the 4th Quarter of 2019. Line maintenance staff completed 1 sanitary sewer line repair affecting 1 customer, which was due to Line Failure. The outage was during after-hours and the response time was 30 minutes and the repair time was 7 hours.

3. 2019 4th Quarter Water Distribution Repairs Report.

Director Garcia presented the Water Distribution Repairs Report for the 4th Quarter of 2019. Line maintenance staff completed 8 water distribution service repairs affecting 61 customers: 1 due to valve failures, 3 due to hardware failures, 2 due to main line failures, 1 due to service line failures and 1 due to damage by others. The average workday response time 19 minutes and the average workday repair time was 6 hours and 19 minutes. The average after-hours response time was 21 minutes and the average after-hours repair time was 6

hours and 14 minutes. The overall average response time was 20 minutes and the overall average repair time was 6 hours and 16 minutes.

4. Project Update- Hillsdale Water Treatment Plant Expansion.

Director Garcia discussed the Hillsdale Water Treatment Plant Expansion updates:

The Hillsdale Water Treatment Plant Design Build project is under construction. These are the latest highlights:

- Onsite RAW waterline construction
- Chlorine contact building
- Filter building
- Chlorine contact basin inspections
- Temporary chemical feed installations
- Settling lagoon
- Other various onsite construction items

Also, land acquisition, permitting and design processes continue to occur on the project.

OTHER BUSINESS

Director Garcia announced that Commissioner Taylor has resigned from the UAC Commission due to a family commitment. Also, it was announced that Bryce Augustine was appointed on February 3, 2020 by City Council to the Utility Advisory Commission, with a term expiring February 2021.

ADJOURNMENT

Motion by Commissioner Taylor, seconded by Commissioner Coleman, to adjourn the meeting at 7:31 p.m.

Motion carried 4-0 Aye

/s/ _____ Erin Groh
Utilities Department Administrative Assistant